



## MEMORANDUM

**TO:** Mayor Tomzak and Members of City Council  
**FROM:** Phillip L. Rodenberg, City Manager  
**DATE:** August 28, 2007  
**SUBJECT:** City Manager's Update

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Highlights of major activities and other notable developments:

**COMMONWEALTH ATTORNEY AWARD:** At the recent Annual Meeting of the Virginia Association of Commonwealth's Attorneys, Charles S. Sharp, Commonwealth's Attorney for the City of Fredericksburg was the recipient of the 2007 Robert F. Horan award for Outstanding Service to commonwealth attorneys and the citizens of the Commonwealth. Mr. Sharp is a leader in drug court programs, on a local, state and national level. He has also served on many state boards and commissions.

**POLICE ACADEMY GRADUATES:** Three rookie police officers graduated from the Rappahannock Regional Criminal Justice Academy, and on August 8<sup>th</sup>, they were the first officers to be sworn in at the new Headquarters building. Officers Dan Finn, Chris Menck, and Jason Pitts graduated on August 10, and will officially begin their duties August 13. They each will be assigned to a Field Training Officer who will complete their hands-on education with the police department.

**POLICE DEPARTMENT RECRUITING NEW OFFICERS:** The police department has begun a new recruiting cycle with the emphasis on attracting a diverse pool of qualified applicants, particularly those with a college education and bilingual language skills. With funds obtained from a grant, we developed a creative recruiting brochure, and have linked the hiring procedure outlined in the brochure to the police department website. The brochures have gone to the printer, and the employment opportunities were posted on the PD website on August 10. Testing for applicants will be held on September 15, and the selection process should be completed by December in order to have the new hires enter the next Academy class in January.

**NEIGHBORHOOD POLICE ENFORCEMENT:** The City and UMW will both provide funding for a Fredericksburg Parking Enforcement Officer (PEO) who will patrol the neighborhoods around the University. The part-time PEO will be primarily tasked with enforcement of parking regulations in the residential areas nearest the University. The City will utilize funds from existing part-time employees accounts, and the University is providing \$8,000.

**EMERGENCY MEDICAL TECHNICIAN – BASIC AT JAMES MONROE:** In cooperation with the Fredericksburg Fire Department's Training Division, Fredericksburg Rescue Squad and James Monroe High School an Emergency Medical Technician – Basic class (EMT-Basic) will

begin at the high school in September of 2007. We also plan to offer Firefighter training beginning in the 2008-9 school year. These courses will introduce the student population to public safety as a possible career path, and will likely increase interest in volunteerism within the community.

***FIRE DEPARTMENT TRAINING DIVISION:*** Since September 2006, the training division, in cooperation with the Fredericksburg Rescue Squad, has successfully delivered three Emergency Vehicle Operator Courses (EVOC), two Emergency Medical Technician – Basic (EMT-Basic) classes, one Hazardous Materials Awareness course, and six monthly training sessions of various topics, all of which have been open for enrollment from outside agencies. Additionally:

- The division has also supplied five 1-hour and six 4-hour monthly training sessions to the Volunteer Fire Company. The courses held at the rescue squad had a total of 124 students, 66 of which were affiliated with Fredericksburg Rescue Squad. The first EMT-Basic class held had a 90 percent pass rate, and the most recent spring class had an impressive 100 percent. Twelve new EMT-Basics have graduated from one of our two classes and are currently running with the squad.
- In coordination with the Police Department, the training division also offered Defensive Driving classes to every city employee from December 2006 through May 2007. A total of 36 classes were scheduled, with 277 employees attending (excluding public safety personnel).
- From July through November 2007, the training division and the Fredericksburg Rescue Squad will hold the following courses:
  - EVOC
  - EMT-Basic Continuing Education
  - EMT-Basic class
  - Emergency Medical Technician – Enhanced (EMT-E)

***EFFORTS UNDERWAY FOR A NEW TOURISM AGREEMENT*** - Spotsylvania County officials approached City staff in early July to discuss a new regional tourism partnership. A draft agreement written by Spotsylvania County staff is due to be distributed to City and Stafford County staff, with a goal of approval of the agreement by mid-September. On August 14<sup>th</sup>, the Spotsylvania Board of Supervisors voted to put \$96,000 towards the fall marketing program. Time is of the essence for the finalization of the agreement, since major initiatives, including the 2008 visitor guide and group tour planner, website development of podcasts, and the 2007-08 advertising purchases have all been delayed in this period.

***CIRCUIT COURT HOLDING CELLS:*** The HVAC been installed, benches have been secured to the floor, and final touch up painting has been applied. A code requirement to provide steps to the basement electrical panel (old ones rotten and removed) has come up, but will easily be satisfied by the time court returns to the building.

***MARY WASHINGTON MONUMENT BRICK REPAIRS:*** Walkways, railing and steps are in place and look very good. Landscaping will follow when the weather cools. Preparing the

grounds and planting work will be performed by City gardeners. Plant selection is still under review.

**COURT SYSTEM SPACE & SITE ANALYSIS:** Jay Moore of Moseley and Associates is preparing the final report on site options for an August 28<sup>th</sup> meeting, which will include a recommendation.

**CIRCUIT COURTROOM CEILING MOLD:** MARCOR has completed the remediation portion of the court room project. Ductwork cleaning in the entire building will have been completed by this reading. The next phase, called "build back", has already begun, and includes such things as plaster repair, painting, new courtroom ceiling panels, fan installation, polishing of the furniture, and other tasks. The project budget is \$420,000, and is scheduled to be completed in early October.

The Clerk of Circuit Court and her staff have been relocated to the fifth floor of 601 Caroline Street. The clerk's space will be available for the relocation of all court records to the 2<sup>nd</sup> floor of Executive Plaza by this reading. Cleaning of that space will begin once all court records are moved. The City's consultant, Circle Safety and Health, has prepared and promulgated their final report to staff.

**VCR PATHWAY:** (No Change) William H. Gordon Associates is engaged in the first phase of their work on the VCR Pathway which includes planning, surveying and engineering services at a proposed cost of \$135,260. The Pathway Steering Committee has their next meeting on August 30.

**SCHOOL BOARD RETAINING WALL STRUCTURAL ANALYSIS & REMEDIATION:** Total cost of the project is estimated at \$73,000 plus proposed engineering of \$17,920 for detailed design specifications, bid solicitation and recommendation, and construction management. Scheduling of the Dry Stone Conservancy to build the wall is anticipated for the fall, due to the firm's availability.

**POLICE RECORDS BUILDING:** Decommissioned and ready for demolition to be performed by the owners of the hotel.

**DOROTHY HART COMMUNITY CENTER:** The structural integrity of the Community Center has been evaluated, and the report is pending. \$300,000 is budgeted in FY08 for building repairs.

**FRED SETS SCHEDULES FOR NEW VRE FEEDER SERVICE:** FRED has set schedules for the new VRE feeder service in the City and Spotsylvania County. The City route will originate in Idlewild (three stops) and then proceed to the train station via Kenmore Avenue, with one stop at Kenmore and Hanover Streets. The Spotsylvania service will start at the Gordon Road VDOT lot, and make one stop at the Salem Church VDOT lot before proceeding to the station. Service is scheduled to begin October 1.

On August 14, the Spotsylvania Board of Supervisors approved the addition of a new route running from Harrison Crossing along Harrison Road, Gordon Road and Smith Station Road, to the YMCA. The new route will connect with Spotsylvania's other two routes, permitting transfers among all three. FRED has ordered the buses for this new service and expects to start it in early 2008 or earlier if the buses are delivered ahead of schedule.

**FRED FACILITY:** "Punch List" inspections are scheduled for September 26-27. The ribbon cutting ceremony is scheduled for October 25 (5:30 p.m.). FRED is planning to begin operations at the new facility on Monday, October 29.

**2007 ASPHALT & CONCRETE REHABILITATION PROGRAM:** All concrete work is complete. The asphalt contract is scheduled to begin work August 28<sup>th</sup> on Pelham Street. The remaining streets are to be completed by approximately October 1.

**WAR MEMORIAL:** Quotes will be sought for the footer installation within the next week. City staff is completing the bid package for construction of the memorial with advertisement for bids to be published no later than mid-September for a late October contract award.

**TOWN & GOWN MEETING:** The Town-Gown Committee had its second meeting on August 21. The group discussed items of concern and interest, including:

- Changes to the resident student parking permits at UMW
- Overcrowding concerns and prevention tactics
- FRED's Campus Connector route, scheduled to begin in mid-September
- The success of the rental housing inspection program

  
Phillip L. Rodenberg